



## Statement of American Lung Association Professional Standards In Conducting Not-on-Tobacco (N-O-T) Programs

1. To insure ALA professional standards and maintain quality control of the Not-on-Tobacco (N-O-T) program, the trainee or co-sponsoring organization must agree to:
  - Adhere to the content and format of the program as provided by the American Lung Association (ALA). Should the individual trainee or co-sponsor wish to make any changes, approval must be sought from the ALA prior to implementation.
  - Be trained and certified by the ALA to lead or supervise the program. Individual or cosponsoring organization may join with a third party, including any funding sources, in conducting the N-O-T program only with prior approval by the ALA. *A third party can in no way have any affiliation with a tobacco company or funds received directly from a tobacco company.*
  - Use the ALA materials only for conducting the authorized N-O-T program.
  - N-O-T is a copyrighted program of ALA. Therefore, registered trademark and acknowledgment that it is an ALA program must appear on any materials and promotions developed for the program.
  - Be a nonsmoker or ex-smoker.
2. The program, services and materials for ALA are offered to the public on a not-for-profit basis. Therefore:
  - Individuals or organizations may not offer the N-O-T program for profit.
  - Individuals or organizations must adhere to the agreed upon program fees charged.
  - Trained individuals or organizations must be non-profit or a company providing a health program for its employees and their families.
3. ALA is committed to research in the broad area of lung health. Therefore:
  - Research projects using N-O-T are acceptable with prior ALA approval.
  - In all cases, personal information including names and addresses of program participants must be kept confidential.
4. Trainee or cosponsor hereby indemnifies and holds harmless the ALA from and against any claims, proceedings, lawsuits or other liabilities, costs or expenses, including legal fees, arising out of or attributable to acts, or omissions to act, of the trainee or co-sponsor.

ALA Representative (name/signature)	Volunteer (name/signature)	Date